

## FREEDOM OF INFORMATION LAW (FOIL) REQUEST

No. \_\_\_\_\_

To: Town/Village of Harrison – **BUILDING DEPARTMENT**

Requester's Name (Print) \_\_\_\_\_ Telephone: \_\_\_\_\_

Requester's Address: \_\_\_\_\_

I hereby request to examine the following records relating to: Block \_\_\_\_\_ Lot \_\_\_\_\_

Property Address \_\_\_\_\_

Description of Request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*PHOTOCOPIES OF DOCUMENTS COST \$.25 PER PAGE. COST FOR REPRODUCTIONS OF PLANS WILL VARY.*

\_\_\_\_\_ I want to have copies of the records made and agree to pay for them. Fee: \$ \_\_\_\_\_

\_\_\_\_\_ I do not want to have copies of the records made.

Signature: \_\_\_\_\_ '1 \_\_\_\_\_ Date: \_\_\_\_\_

**WARNING:** Examination of these records is covered by New York State Penal Law  
§175.20 Tampering with Public Records in the 2<sup>nd</sup> Degree is a Class A Misdemeanor  
§175.24 Tampering with Public Records in the 1<sup>st</sup> Degree is a Class D Felony

Received by Building Department \_\_\_\_\_ L/D \_\_\_\_\_

Pursuant to Public Officers Law Article 6

Your **request** will be reviewed within five business days of the receipt of your request for a record reasonably described, the Town will either; make such record available, deny the request in writing, **or furnish a statement of the approximate date when such request will be granted or denied.**

If copies are requested, they will be made available after payment of the appropriate fee.

Joseph L. Latwin  
Deputy Village Attorney

For Official use only

Called \_\_\_\_\_

Called \_\_\_\_\_

Called \_\_\_\_\_

Called \_\_\_\_\_